

**BOARD OF FINANCE
SALEM, CONNECTICUT
SPECIAL MEETING MINUTES
JANUARY 14, 2016**

PRESENT

TJ Butcher
Deborah Cadwell
Hernan Salas
Janet Griggs
Marshall Collins
John Houchin, Alt

ABSENT

George Householder
Ken Thomas, Alt

GUESTS

Kevin Lyden
Jim Savalle
Rick Martin
Phil Teixeira

CALLED TO ORDER

TJ Butcher called the meeting to order 7:01 pm

RECOGNITION OF VISITORS

None

SEAT ALTERNATE IF NEEDED

M/S/C – Collins/Griggs to seat John Houchin as a full Board member in place of George Householder

Vote: Approved Unanimously

COMMUNICATIONS

Letter from Chief Savalle recommending that the 2014-2015 Town Report be dedicated to Jim Foggerty for his dedication to Salem.

ADDITIONS TO AGENDA

None

AGENDA,

1. APPROVE MEETING MINUTES DECEMBER 10, 2015 REGULAR MEETING

Page 4 #8, remove last sentence; ~~he designation of each of the Department needs~~
~~vs. wants will be made clear.~~

Page 4 #9, change occurs to occurred.

Page 5 Item 37, change \$775,000.00 to \$11,500.00

Page 5 Item # 45, change \$5,500.00 to \$775,000.00

Page 10, change MIR to MRI.

M/S/C-Griggs-Salas to approve the December 10, 2015 meeting minutes as amended.

Vote: Approved Unanimously

2. TREASURER'S REPORT

Pam Henry presented the treasurer's report (See File Copy). Butcher questioned why line item number 4-097-076, misc., had a high balance in the amount of \$24,375.58. Henry stated she will look into where that balance came from and notify the Board by email. She stated she thinks it might have been a Nutmeg check but was not positive. Householder stated, by email, he would like to know if Salem pays East Lyme for the Education Contact annually, semiannually or quarterly. Henry will get the answer regarding the contract payment and notify the Board by email.

A. REVENUE RECEIPTS

B. BALANCE SHEET

C. BUDGET VS. ACTUAL

M/S/C – Griggs/Salas to accept the Treasurer's reports as presented.

Vote: Approved unanimously

3. PUBLIC COMMENTS

Phil Teixeira, Salem BOE, spoke to the Board in regards to the happenings of the BOE.

4. SELECTMAN'S REPORT

Kevin Lyden presented the Selectman's report. Lyden stated that there will be a special Selectman's meeting on January 20, 2016 to review 2015-2016 Capital Plan. Lyden notified the Board that the STEEP Grant was in and thanked Susan Spang and Richard Serra for their work on obtaining the grant which will be used to finish the main portion of the Multi-Purpose Trail. Lyden accepted Rachel Gaither's resignation, with regrets, and stated she took a position with the CT Library Consortium. The Head Librarian position is being advertised and Lyden hopes to have the position filled by March, 01, 2016. Lyden stated there were 9 homes build in Salem in 2015. Lyden stated the 2015 Grand List should be set by the end of January. Lyden stated that the new Emergency Dispatch will be KX911 – Quinnpiac Valley, as of July 1, 2016 with a 5yr agreement. Lyden gave thanks to Chief Savalle, Chief Martin, John Cunningham, Gene Marioano, and Chip for their hard work over the last three years on finding a new dispatch center for Salem.

Collins questioned if Salem was having an issue in the Assessor's office with the DMV problem of cars being added to an incorrect town grand list. Lyden stated he did not believe so but will check with the Assessor.

5. APPROVE AMENDED 2016 MEETING CALENDAR

The Board reviewed the amended 2016 meeting calendar. (See File Copy)
M/S/C – Collins / Griggs to approve the amended 2016 meeting calendar.

6. APPROVE SCHEDULE OF AGENDA’S FOR UPCOMING BUDGET PRESENTATIONS.

The Board reviewed the schedule of agenda’s for upcoming budget presentations. (See File Copy).

M/S/C – Griggs/ Salas to approve the agenda’s for upcoming budget presentations

Vote: Approved unanimously

7. APPOINT LIAISON FOR SALEM AND GARDNER LAKE VOLUNTEER FIRE DEPARTMENTS

The Board discussed appointing the liaison to the fire departments. Butcher stated that the position is not to advise or speak on behalf of the BOF but to be the line of communication between the departments. Griggs offered to be the liaison.

M/S/C – Cadwell / Houchin to appoint Janet Griggs as liaison between the BOF and the fire departments.

Vote: Approved unanimously

8. APPOINT BOARD OF FINANCE ALTERNATE POSITION

M/S/C – Collins / Griggs to approve the Salem Republican Town Committee nomination of Dr. Robert Wolf as an alternate on the BOF.

Vote: Approved unanimously

9. ENDORSE ADDITIONAL APPROPRIATION OF \$11,007.00 TO GLVFC TO REPAIR ENGINE TANKER 27, LINE # 5-220-617, VEHICLE MAINTENANCE

Chief Savalle explained that when bringing Engine Tanker 27 in for regular maintenance at Bulldog Fire Apparatus, Inc. it was discovered that the tanker needed a major repair. (See File Copy for Invoice)

M/S/C – Salas/ Collins to approve an additional appropriation of \$10,500.00 to GLVFC to repair engine tanker 27, Line #5-220-617, Vehicle Maintenance.

Vote: Approved unanimously

M/S/C- Collins/ Salas to adjourn at 8:35pm.

Vote: Approved unanimously

Respectfully Submitted

Cindy Noe,

Recording Secretary